



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

****REVISED 03-05-2019**

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: February 28, 2019

SUBJECT: JEFFERSON COUNTY Meetings – Week of March 4, 2019

Monday March 4, 2019	Parks Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Health Department Conference Room 1541 Annex Rd, Jefferson
Tuesday March 5, 2019	Finance Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
Wednesday March 6, 2019	*Building and Grounds Committee (Agenda Revised)	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	**Lower Spring Lake Protection & Rehabilitation Lake District Board Meeting	9:00 a.m.	730 Grand Avenue Waukesha, WI
Thursday March 7, 2019	Fair Park Committee	8:30 a.m.	Fair Park Activity Center 503 N. Jackson Ave, Jefferson
Friday March 8, 2019	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Drug Free Coalition	8:00 a.m.	UW Extension 864 Collins Rd, Rm 8/9, Jefferson
	Solid Waste/Air Quality Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	*WI River Rail Transit Commission (WRRTC) (Agenda Added)	10:00 a.m.	Dane County Highway Garage 2302 Fish Hatchery Rd, Madison
Saturday March 9, 2019	No Scheduled County Meetings		
Sunday March 10, 2019	No Scheduled County Meetings		

Parks Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Date: Monday, March 4, 2019

Time: 8:30 a.m.

Committee members:	Tietz, Augie (Chair)	Nass, Steve (Vice Chair)
	Morse, Ed (Secretary)	Lund, Kirk
	Johns, Jeff	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee Minutes for February 4, 2019
6. Communications
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on 2019-2020 Outdoor Recreation Aids Grant
9. Discussion and Possible Action on State HWY 16 Wayside
10. Discussion and Possible Action on Rock River Trail Initiative
11. Discussion on Holzhuetter State Park
12. Discussion on Innovation Square as a Component of Wisconsin Farm Technology Days
13. Discussion on Increased Involvement with Facilities Maintenance
14. Discussion on Canoecopia, 2019
15. Discussion on Wisconsin Department of Transportation TAP Grant Request for Proposals Engineering Design Services Interurban Trail Segment II
16. Discussion on Cambridge Connector Trail
17. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
18. Discussion on 2018/2019 Parks Department Budget
19. Adjourn

Next scheduled meetings:

April 1, 2019
May 6, 2019
June 3, 2019
July 1, 2019

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



ADRC Advisory Committee Agenda
Jefferson County Human Services Department
1541 Annex Road, Jefferson, WI 53549
Health Conference Room

Date: **Monday, March 4, 2019**

Time: 1:00 p.m.

Committee Members: Russell Kutz, Chair, Jeanne Tyler, Vice-Chair, Carolyn Niebler Secretary, Ellen Haines, Marcia Bare, Connie Stengel, and Ellen Sawyers

1. Call to order
2. Roll call (establishment of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of the ADRC Advisory Committee minutes from 2/05/2019
6. Communication
7. Public comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Advocacy Updates from GWAAR – Greater Wisconsin Agency on Aging Resources and /or ORCD – Office of Resource Center Development
9. Meet new Mobility Manager, Mike Hansen
10. Discussion and possible action on Requests for Waiver of Transportation Co-payment
11. Discuss ADRC Report, Dominic Wondolkowski – ADRC Supervisor
12. Discuss Senior Dining Program Updates– Leigh Fritter, Nutrition Program Supervisor
13. Discussion and possible action on ADRC Policies (handout)
14. Discussion and possible action on 2016- 2018 Aging Self Assessment
15. Discussion on items for the Next Agenda
16. Adjournment

Next scheduled meetings: April 2, 2019
 May 7, 2019
 June 4, 2019

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson, WI 53549

Date: Tuesday, March 5, 2019

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George (Vice Chair)
	Nelan, Conor	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Finance Committee minutes for February 11, 2019
6. Communications
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on out-of-state travel – Human Services Department
9. Discussion and possible action on claims against Jefferson County
10. Discussion and possible action on recommendation to the County Board regarding departmental surplus (deficit) activity for 2018 and related budget adjustments for 2018
11. Discussion and possible action on recommendation to the County Board regarding 2018 non-lapsing departmental requests amending the 2019 budget
12. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties
13. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties
14. Reconvene in open session
15. Review of the financial statements and department update for January 2019-Finance Department
16. Review of the financial statements and department update for January 2019-Treasurer's Office
17. Review of the financial statements and department update for January 2019-Child Support Department
18. Discussion on 2019 projections of budget vs. actual revenues and expenditures
19. Update on contingency fund balance
20. Discussion of funding for projects related to the new highway facilities and sale of old highway facilities
21. Set future meeting schedule, next meeting date, and possible agenda items
22. Review of invoices
23. Adjourn

Next scheduled meetings:

Thursday April 11, 2019 Regular Meeting
Thursday May 9, 2019 Regular Meeting
Tuesday, June 11, 2019 Regular Meeting
Tuesday, July 11, 2019 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Building and Grounds Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson WI 53549

Wednesday, March 6, 2018
8:30 a.m.

***REVISED 03-01-2019**

Committee Members

Greg David, Roger Lindl, Laura Payne, Chair, Mary Roberts, Secretary, Jim Schroeder

1. Call to order
2. Roll call
3. Certification of compliance with Open Meetings Law
4. ***Election of Vice Chair**
5. ***Election of Secretary – if necessary**
6. Review of the Agenda
7. Public Comment
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Communications
9. Approval of the February 6, 2019 Building and Grounds Committee meeting minutes
10. Discussion and possible action on acceptance of low bid for Sheriff's Range Building
11. Discussion and possible action on acceptance of low bid for boiler at the Workforce Development Center
12. Financial Reports (January)
 - a. Central Services
 - b. Management Information Systems (MIS)
13. Discuss future meeting schedule. Set next meeting date – March 6, 2019
14. Discuss potential agenda items for the Committee's next meeting
15. Possible tour of Courthouse
16. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

NOTICE

Palmyra Lower Spring Lake Protection & Rehabilitation Lake District Board Meeting

A meeting of Lake District Officers with Attorney Stanley Riffle will be held on Wednesday, March 6, 2019 at 9am for information gathering regarding dam repair costs. The meeting will take place at 730 Grand Avenue, Waukesha, Wisconsin. Stan Riffle will also be available at the March 23rd Lake District Meeting to answer questions.

Fair Park Committee Agenda
Jefferson County
Jefferson County Fair Park
Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, March 7, 2019

Time: 8:30 a.m.

Committee members:	Poulson, Blane (Chair)	Hartz, Peter
	Lindl, Roger (Vice Chair)	Nelan, Conor
	White, Brandon (Secretary)	Hall-Kind, Debra
		Steindorf, Kathleen

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of February 7, 2019
6. Communication
7. Public Comment
(Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on Not-for-Profit food vendors
9. Review of Community Feedback & Suggestions on Fair Operations
10. Discussion and possible action on Fair Premium Book
11. Updates on 2019 Fair preparations
12. Discussion and possible action on Marketing Partnerships and Sponsorships
13. Update on Swine Barn and Wash Rack project
14. Update on Fair Park kitchen vending operations
15. Discussion and possible action on Wisconsin Farm Technology Days 2021
16. Review of Financial Report
17. Review of Supervisor's Report
18. Review of Office Report
19. Discussion and possible action on future meeting schedule and agenda items
20. Adjourn

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at
8:30 a.m. on the 1st Thursday of the month:
April 4, 2019
May 2, 2019

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Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTION MEETING

Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON FRIDAY, MARCH 8, 2019

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with Open Meetings Law**
4. **Approval of the Agenda**
5. **Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
6. **Communications**
7. **Discussion and Possible Action on Amendment for CU1674-11-Scott Schneider/Dean's Eggs Inc/Nature's Link Farm in the Town of Aztalan at N5358 State Road 89. This amendment will allow for manure drying in an existing structure and two new waste storage structures at the above address, and will include the property at W6178 County Road B under this conditional use.**
8. **Site Inspections for Petitions to be Presented in Public Hearing on March 15 and Decision Meeting on March 18, 2019:**

R4144A-19 – Richard Potthast: Create a 1.01-acre lot around the home and buildings at **W5526 Curtis Mill Rd** in the Town of Jefferson, part of PIN 014-0614-2634-000 (23.46 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4145A-19 – Richard Potthast: Create a 33-acre Natural Resource zone from part of PINs 014-0614-2634 (23.46 Ac), 014-0614-2633-000 (34.1 Ac) and 014-0614-2744-000 (9.06 Ac). The property is between **Curtis Mill and Buena Vista Roads** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

R4141A-19 – Badger Bank/Jon A Witkins Estate: Create a 2.8-acre lot around the former home site and farm buildings at **N415 Wojtkunski Rd** in the Town of Palmyra from part of PIN 024-0516-3121-000 (19.5 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

CU1979-19 – Timothy J Tiry: Conditional use to enlarge an existing extensive onsite storage structure in a Residential R-2 zone at **N1851 Parkview Circle**. The site is in the Town of Palmyra, on PIN 024-0516-12343-021 (0.81 Acre). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

R4139A-19 – Daniel Buss: Create a 2.66-acre A-2 zone at **N4531 Rome Rd** in the Town of Jefferson from part of PIN 014-0615-0144-000 (29.53 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU1976-19 – Daniel Buss: Conditional use to allow storage of contractor's equipment for a tree removal operation in a proposed A-2 zone at **N4531 Rome Rd**. The site is on PIN 014-0615-0144-000 (29.53 Ac) in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

Site inspection at **N8144 Oak Drive** on PIN 012-0816-2144-007 regarding a request by Bill Zimmermann for outside storage in an Industrial zone, Town of Ixonia **(This item does not require public hearing, but will be put on the Committee's March 18 decision meeting agenda)**

R4128A-19 – Karl H Zinser Estate: Create a 3.748 gross acre lot (including road right-of-way)/3.257 net acre lot (excluding road right-of-way) around the home and buildings at **N9469 West Road** in the Town of Watertown from part of PIN 032-0814-0342-000 (40

Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance. This petition was initially presented at public hearing on January 17, 2019 and was considered by the Planning and Zoning Committee on January 29, 2019. On February 19, 2019, the County Board of Supervisors granted the request of Petitioner to send this petition back to the Planning and Zoning Committee for further review.

CU1978-19 – Shirley Kuhl: Conditional use for a conference center/banquet hall/event facility at **N4716 County Road G**, Town of Jefferson, in an existing A-2 zone. This is on PIN 014-0614-0623-000 (5 Ac) and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4147A-19 – Jesse M Topel: Rezone 3.4 acres of PIN 022-0613-0524-000 (35.959 Ac) for a new building site along **Hope Lake Rd** in the Town of Oakland. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance

R4142A-19 – Judith Punzel: Create a 3-acre lot around the home and buildings at **W9573 Kumlein Road** in the Town of Sumner from part of PIN 028-0513-1821-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4143A-19 – Wileman Farms Inc: Rezone to create a 3-acre lot around the home and buildings at **W9475 Rockdale Rd** in the Town of Sumner from part of PIN 028-0513-1812-000 (40 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4146A-19 – Ryan & Tara Foust: Create a 0.265-acre A-2 zone to enlarge the existing adjacent A-2 zone near **N2312 Becker Rd** in the Town of Sumner. This is part of PIN 028-0513-0314-003 (4.243 Ac), and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

CU1977-19 – Ryan & Tara Foust: Conditional use to allow for a concrete contractor's parking area on **Becker Rd**, part of PIN 028-0513-0314-003 (4.243 Ac), Town of Sumner. This in on a proposed A-2 zone, and is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4140A-19 – Mark Krause: Rezone 2.6 acres of PIN 014-0614-2711-001 (10.408 Ac) to create a lot around the home and buildings at **N3217 County Rd K** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

9. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountyiwi.gov.

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

Jefferson County Drug Free Coalition Agenda

UW Extension
864 Collins Rd., Rooms 8 & 9
Jefferson, WI 53549

Date: Friday, March 8, 2019

Time: 8:00 a.m. - 9:00 a.m.

Leadership Team members:	Emi Reiner (Acting Chair)	Sue Madecky
	Heather Bellford (Acting Secretary)	Jenna Riggs
	Troy Barnett	Lisa Berndsen
	Katrina Wichlacz	Tammy Foerster
	Craig Holler	Diane Sweeney
	June Hartwick	Dean Kurtz
	Shana Lebanowski	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Public comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of Jefferson County Drug Free Coalition minutes for February 8th, 2019
7. Presentation from Josh Lotz, Pharmacist and owner of Miller Drug Store
8. Presentation from Nichol Tesch, Medical Examiner, Jefferson County
9. Discussion about activities related to Alcohol Awareness Month
10. Coalition partner updates
11. Set future meeting schedule, next meeting date and possible agenda items
12. Adjourn

Next scheduled meetings:	Friday, April 12, 2019 Regular Meeting
	Friday, May 10, 2019 Regular Meeting
	Friday, June 14, 2019 Regular Meeting
	Friday, July 12, 2019 Regular Meeting

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Jefferson County Solid Waste/Air Quality Committee

Jefferson County Courthouse
311 S. Center Avenue, Room 203
Jefferson, WI 53549

Agenda

March 8, 2019 - 8:30 a.m.

Members: Greg David-Vice Chair, Dick Schultz-Secretary, Roger Lindl, Peter A. Hartz and Jeff Johns

Staff: Sharon Ehrhardt, Matt Zangl, Sarah Higgins and Lindsey Schreiner

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance With the Open Meetings Law
4. Election of Chair
5. Election of Vice-Chair if needed
6. Election of Secretary if needed
7. Approval of the Agenda
8. Public Comment (*Not to exceed 15 minutes – Members of the public who wish to address the Committee on specific agenda items must register their request at this time*)
9. Communication
10. Approval of Minutes – December 7, 2018
11. Discussion and Possible Action-Incinerator Regulations
12. Discussion and Possible Action-Deer Track Park Landfill
 - a. Landfill Updates
13. Discussion and Possible Action-Updates from Ixonia and Watertown Recycling
 - a. Randy Frank Update
 - b. Vic Karaliunas Update
14. Discussion and Possible Action-Appliance Recycling
15. Discussion and Possible Action-Clean Sweeps for 2019
 - a. Clean Sweeps Update
 - b. Clean Sweep Schedule for April 5 & 6.
 - c. Donation Update
16. Discussion and Possible Action - Drug Collection Updates
 - a. Medication & Drug Disposal, Tuesday, February 26, 2019 at Riverview Manor-Fort Atkinson
 - b. Medication & Drug Disposal, Thursday, February 28, 2019 at Fairhaven Senior Services, Whitewater
 - c. National Drug Take Back Day, Saturday, April 27, 2019 and Disposal Day Monday, April 29, 2019
 - d. Jefferson County Drug Free Coalition – Ehrhardt & Schreiner
 - e. Possible Partnership with Fort HealthCare, Sonderegger Research Center at the University of Wisconsin School of Pharmacy on opioid abuse - Ehrhardt
17. 2019 Wisconsin Integrated Resource Management Conference (WIRMC) – Holiday Inn – Stevens Point – February 27 – March 1, 2019
 - a. Conference Updates Ehrhardt & Schreiner
18. Discussion and Possible Action – Jefferson County Dairy Breakfast
 - a. Table Charge
19. Discussion and Possible Action – Jefferson County Fair
 - a. Prizes
 - b. Compost Bins (8 in storage)
20. Discussion and Possible Action – Paint Care Resolution
21. Discussion and Possible Action – Carton Recycling
22. Upcoming Meeting Dates and Possible Agenda Items.
23. Adjourn

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Wisconsin River Rail Transit Commission

Meeting - Friday, March 8th, 2019 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

10 minutes estimated | Action Items

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Matthew Honer
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Honer
4. Action Item. **Approval of Agenda** – Prepared by Honer
5. Action Item. **Approval of draft January 2019 Meeting Minutes** – Prepared by Honer
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Announcements by Commissioners** – No Discussion Permitted

REPORTS & COMMISSION BUSINESS

10 minutes estimated | Update and Action Items

8. **WRRTC Financial Report** – Jim Matzinger /Gene Gray, Accountant

- Treasurer's Report.
- Payment of Bills.

10 minutes estimated | Update

9. **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR

- Update on Monthly Maintenance Activities
- Update on Capital Projects
- Other Continuing Issues/ Topics
- Update on Business Development

10 minutes estimated | Update

10. **WisDOT Report** – Kim Tollers, Rich Kedzior, WisDOT

10 minutes estimated | Update

11. **WRRTC Communications and Administrator's Report** – Honer, Admin.

15 minutes estimated | Possible Action

12. **Discussion and Possible Action on Gritmacker Private Crossing on Fox Lake Subdivision** - Honer, Admin.

15 minutes estimated | Action

13. **Discussion and Action on City of Waukesha Utility Permit** – Honer, Admin.

15 minutes estimated | Update

14. **Presentation on WRRTC Track Conditions** – Steven Sams, WisDOT.

15. Action Item. **Adjournment**